



Reference No.: 24RSSO07-1009E

**16 November 2024**

**MS. CLARENCE MAE P. DABBAY**

Sales Account Manager

**CEBU BUSINESS HOTEL**

F&C Square, Colon cor. Junquera St., Cebu City

Dear **Ms. Dabbay**,

Per the signed Contract Agreement dated **15 November 2024** which was agreed upon by you as Authorized Representative, notice is hereby given to **CEBU BUSINESS HOTEL** that the delivery of the items listed below may proceed for the project entitled, **"Lease of Venue with Accommodation and Food for CO Personnel, Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Supervision, Verification, and Saturation Drive for HUC Cebu City, Cebu"**, with a total contract price of **"FOUR HUNDRED THIRTEEN THOUSAND FIVE HUNDRED PESOS ONLY (PHP413,500.00)"**.

<i>Item/Description</i>	<i>Quantity</i>
<p><b>Venue with accommodation and food (buffet breakfast, packed lunch, and buffet dinner) For CO Personnel, Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Supervision, Verification, and Saturation Drive for HUC Cebu City, Cebu from 18-30 November 2024.</b></p> <p><b>1.1 Venue with Accommodation and Food (Buffet Breakfast, Packed Lunch and Buffet Dinner) For CQ Personnel, RSSO, PSO Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Verification and Saturation Drive for Highly Urbanized Cities of Cebu from 18-30 November 2024. (14 days)</b></p> <p>*18-30 November (14 pax) Check-in and Check-out details *Check in: 17 November 2024 (with dinner, 14 pax) *November 18-30, 2024 with breakfast, lunch and dinner *Check out: 01 December 2024 (with breakfast, 14 pax) Room Requirements: 1. Preferably with free strong wifi access 2. Provision of free bottled water and toiletries and towels 3. Room type:</p>	1 lot



\*\*\*Dormitory Type that can accommodate at least 4-8 pax per room

**1.2 Venue with Accommodation and Food (Buffet Breakfast, Packed Lunch and Buffet Dinner) For CO Personnel, RSSO, PSO Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Verification and Saturation Drive for Highly Urbanized Cities of Cebu from 18-23 November 2024. (7 days)**

\*18-23 November (3 pax)

Check-in and Check-out details

\*Check in: 17 November 2024 (with dinner, 3 pax)

\*November 18-23, 2024 with breakfast, lunch and dinner

\*Check out: 24 November 2024 (with breakfast, 3 pax)

Room Requirements:

1. Preferably with free strong wifi access
2. Provision of free bottled water and toiletries and towels
3. Room type:

\*\*\* (1) Single room, (1) Double Occupancy

**1.3 Venue with Accommodation and Food (Buffet Breakfast, Packed Lunch and Buffet Dinner) For CO Personnel, RSSO, PSO Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Verification and Saturation Drive for Highly Urbanized Cities of Cebu from 25-30 November 2024. (7 days)**

\*25-30 November (2 pax)

Check-in and Check-out details

\*Check in: 24 November 2024 (with dinner for 2 pax)

\*November 25-30, 2024 with breakfast, lunch and dinner

\*Check out: 01 December 2024 (with breakfast for 2 pax)

Room Requirements:

1. Preferably with free strong wifi access
2. Provision of free bottled water and toiletries and towels
3. Room type:

\*\*\*Dormitory Type that can accommodate at least 4-8 pax per room

**1.4 Venue with Accommodation and Food (Buffet Breakfast, Packed Lunch and Buffet Dinner) For CO Personnel, RSSO, PSO Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Verification and Saturation Drive for Highly Urbanized Cities of Cebu from 28-30 November 2024. (4 days)**

\*28-30 November (1 pax)

3. Check-in and Check-out details

\*Check in: 27 November 2024 (with dinner for 1 pax)

\*November 28-30, 2024 with breakfast, lunch and dinner

\*Check out: 01 December 2024 (with breakfast for 1 pax)

Room Requirements:

1. Preferably with free wifi access
2. Provision of free bottled water and toiletries and towels



3. Room type:

\*\*\* (1) Single Room

**1.5 Venue with Accommodation and Food (Buffet Breakfast, Packed Lunch and Buffet Dinner) For CO Personnel, RSSO, PSO Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Verification and Saturation Drive for Highly Urbanized Cities of Cebu from 29-30 November 2024. (3 days)**

\*29-30 November (1 pax)

Check-in and Check-out details

\*Check in: 28 November 2024 (with dinner for 1 pax)

\*November 29-30, 2024 with breakfast, lunch and dinner

\*Check out: 01 December 2024 (with breakfast for 1 pax)

Room Requirements:

1. Preferably with free wifi access
2. Provision of free bottled water and toiletries and towels
3. Room types:

\*\*\* (1) Single Room

**1.6 Venue with Accommodation and Food (Buffet Breakfast, Packed Lunch and Buffet Dinner) For CO Personnel, RSSO, PSO Supervisors for the 2024 POPCEN-CBMS Initial Data Analysis, Data Validation and Assessment, Field Verification and Saturation Drive for Highly Urbanized Cities of Cebu from 18-20 November 2024. (4 days)**

\*18-20 November (1 pax)

\*Check in: 17 November 2024 (with dinner for 1 pax)

\*November 18-20, 2024 with breakfast, lunch and dinner

\*Check out: 21 November 2024 (with breakfast for 1 pax)

Room Requirements:

1. Preferably with free wifi access
2. Provision of free bottled water and toiletries and towels
3. Room types:

\*\*\* (1) Single Room

Function Room Requirement:

1. Sound proof/free from unnecessary noise
2. One (1) Function room that can accommodate approximately 30 pax.
3. No pillars/columns blocking the stage
4. Use of function from 7:30AM-6:00PM
5. Free use of sound system, projector, projector screen, and microphones (at least 2 microphones)
6. Audible/operational sound system
7. Inclusive of electricity charges for use of laptops, projector and other equipment"
8. Preferably with strong WIFI connection (at least 100mbps)
9. Room arrangement-classroom type

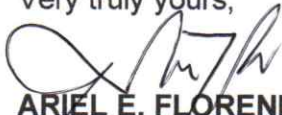
**Food Requirements (balanced nutritious diet)**

1. Buffet breakfast, Packed Lunch and Buffet Dinner
2. Meals include rice, 1 soup, 1 appetizer, 3 main courses, dessert & soft drinks, or healthy juice
3. Free flowing coffee or tea or milo and purified drinking water in the function room
4. Provision of candies and mixed nuts during the entire function.
5. Location of the buffet table must be inside the main function room and/or outside of, but near the main function room
6. Serving time of food:  
\*\*\*\*Buffet breakfast - 6:00 AM-9:00 AM  
\*\*\*\*Packed Lunch - 10:30 AM (To be picked up by PSA Vehicle)  
\*\*\*\*Buffet Dinner - 6:00 PM-8:00 PM

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the scheduled deliveries.

Please acknowledge receipt and acceptance of this notice by signing the spaces provided below. Sign two copies and send one copy to the Philippine Statistics Authority-RSSO VII.

Very truly yours,

  
**ARIEL E. FLORENDO**  
Regional Director  
PSA RSSO VII

I acknowledge receipt of this Notice on 11/16/24

Name of the Representative of the Bidder: CLARENCE MAE P. DABBAY

Authorized Signature:  \_\_\_\_\_